



## Installation Instructions For Hunter Low Profile Ceiling Fan Read And Save These Instructions

### Caution!

1. Read entire instructions before beginning installation.
2. To avoid possible electrical shock, be certain electricity is shut off at main panel before wiring.
3. All wiring must be in accordance with national and local electrical codes. If you are unfamiliar with wiring, you should use a qualified electrician.
4. To reduce the risk of personal injury, install the fan only to the building structure according to these instructions, and use only the hardware supplied.

### WARNING!

1. To reduce the risk of fire or electrical shock, do not use a solid state speed control with this fan.
2. To reduce the risk of personal injury, do not bend the blade brackets when installing the brackets, balancing the blades, or cleaning the fan. Do not insert foreign objects in between the rotating fan blades.

### Step 1: Pre-installation Instructions

- A. Select installation site. Check to see that in normal use no object can come in contact with the rotating fan blades. The mounting site should also meet the precautions listed in Step 3 below.
- B. Installation hardware is included for a standard drywall or plaster ceiling. You will need a 4" x 1-1/2" or 4" x 1/2" octagon outlet box and wire nuts (3) which can be purchased from any hardware store or electrical supply house.
- C. The fan blades must be mounted at least 7' above the floor. For maximum efficiency, they should not have any obstruction (walls, posts, etc.) within 24" of the blade tips. See Figure 1 for mounting distances.

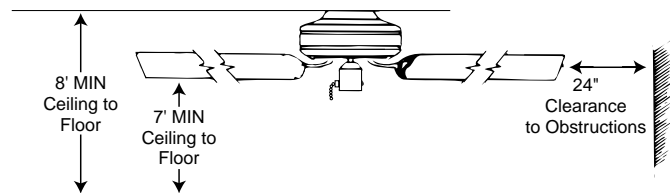


FIGURE 1

### Step 2: Inspection of Fan

- A. Unpack the fan carefully to avoid any damage to the components.
- B. Check for any shipping damage to the motor assembly and the fan blades. If more than one fan is being installed, keep the matched and balanced fan blades in sets of five as they were shipped. Should one of the fan blades become damaged during shipment, return all blades in the set for replacement.
- C. Check contents to be certain it contains a bag of parts.

### Step 3: Installation of Outlet Box and Rough-In Wiring

**Caution: Your Hunter ceiling fan with accessories can weigh up to 35 pounds. The following precautions must be taken for safety and to ensure that your fan is securely mounted to the ceiling.**

- Be certain electricity is "off" at the fuse panel when inspecting or repairing installation site.
  - All wiring must meet local and national electrical codes.
  - Do not mount directly to an unsupported ceiling or to an electrical outlet box. Mounting must support a 35 pound fan with accessories.
- A. Secure metallic outlet box 4" x 1-1/2" or 4" x 1/2" deep to 2 x 4 cross brace between two ceiling joists as shown in Figure 2. The outlet box must be recessed into the ceiling by 1/16" minimum. Secure the outlet box to the cross brace by drilling (2) pilot holes no larger than the minor diameter of the wood screws (5/64") and use two #8 x 1-1/2" wood screws and washers. Use the innermost holes for securing the box. Orient the box so the outermost holes are aligned with the 2 x 4 brace.

**Caution: Do not use lubricant on screws.**

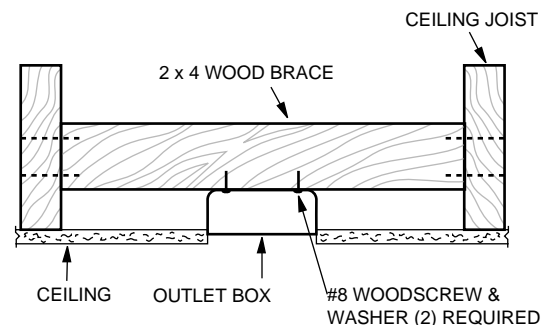


FIGURE 2

- B. Bring electrical cable into the outlet box and attach with an approved connector. Make certain that wiring meets all national and local electrical codes. Wire leads should extend at least 6" beyond outlet box for ease in making connections. See Figure 3.

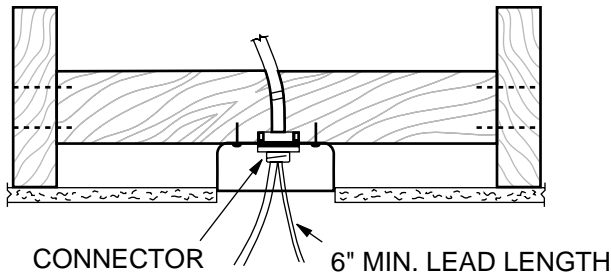


FIGURE 3

## Step 4: Installation of Ceiling Plate

- A. Install the four (4) rubber bushings into the top of the ceiling plate by inserting the small side of the bushing into the four holes in the ceiling plate. See Figures 4 and 5.
- B. Thread the lead wires through the opening in the top of the ceiling plate and through the opening in the side of the hanger bracket. See Figure 6.

Using the two center slots, attach the ceiling plate to the 2 x 4 brace supporting the outlet box. Use (2) #10 woodscrews 3" long for mounting through the outermost holes. Drill two pilot holes 9/64" diameter in the 2 x 4 brace for mounting screws. See Figure 6.

**NOTE:** When attaching the ceiling plate to the outlet box support, make certain that bushings remain in place.

**NOTE:** Tighten the ceiling plate mounting screws only enough to provide slight compression of the bushings. Do not overtighten.

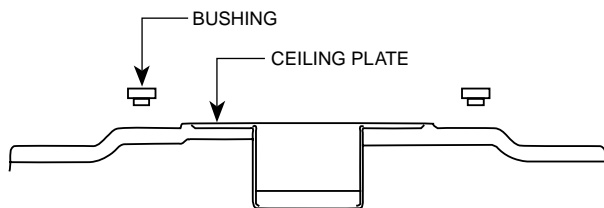


FIGURE 4

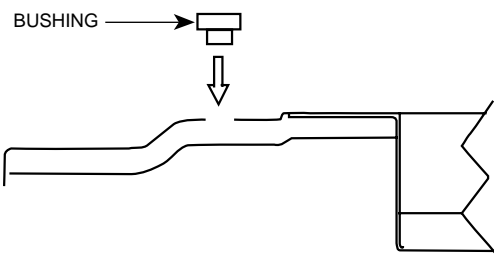


FIGURE 5

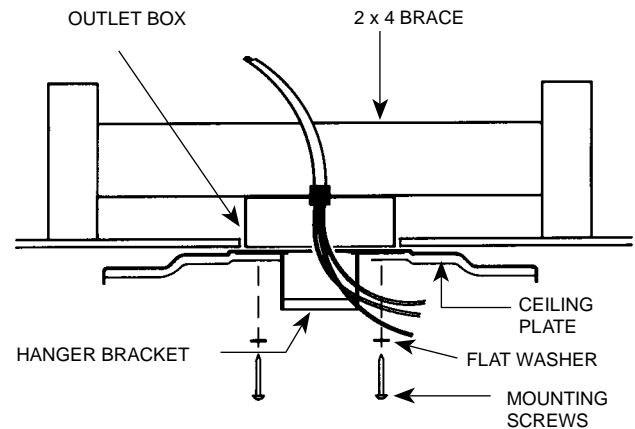


FIGURE 6

## Step 5: Hanging of Motor

**Caution:** Do not lift motor by wires.

- A. Lift the motor and insert the plastic hanger into the opening in the front of the hanger bracket. See Figure 7. Make sure none of the wires are trapped between the plastic hanger and the inside of the hanger bracket.
- B. Rotate the motor and plastic hanger assembly until the lower half of the plastic hanger fits into the square opening in the bottom of the metal bracket. Check the assembly by trying to rotate the motor and plastic hanger assembly. When properly installed the upper part of the plastic hanger will sit flat inside the hanger and the assembly will not rotate. See Figure 8.

**Caution:** Make sure plastic hanger cannot rotate in metal bracket. Failure to check this could result in the motor falling.

**NOTE:** The green ground wire attached to the plastic hanger should face the opening in the front of the metal hanger bracket.

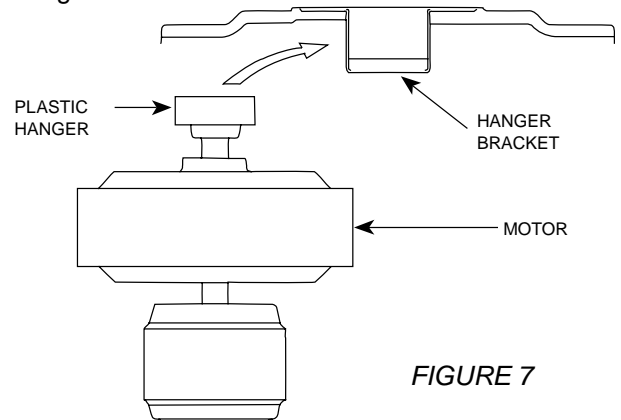


FIGURE 7

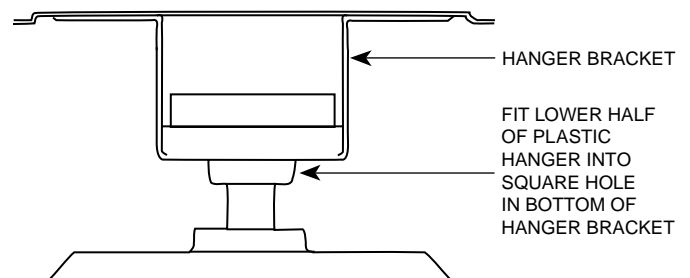


FIGURE 8

## Step 6: Final Wiring

- A. Connect electrical supply leads to the leads from motor, using approved connectors. See Figure 9.
1. Connect black electrical supply lead to the black motor lead and the black with white stripe motor lead (see note).
  2. Connect the white electrical supply lead to the white motor lead.
  3. Connect the ground wire to the green leads.

**NOTE:** If a separate wall switch will be used to control a lighting accessory, connect the black wire with a white stripe to the wall switch lead, following wiring instructions included with the accessory. The wall switch must be acceptable for use as a general-use switch.

**Caution:** No bare wire or wire strands should be visible after making connections.

- B. After making the wire connections, the wires should be spread apart with the white and the green wires on one side of the outlet box, and the black and black/white wires on the other side of the box. The splices should be turned upward and pushed carefully up into the outlet box.

**NOTE:** If the wires are not pushed up into the outlet box, they could strike the motor when it operates.

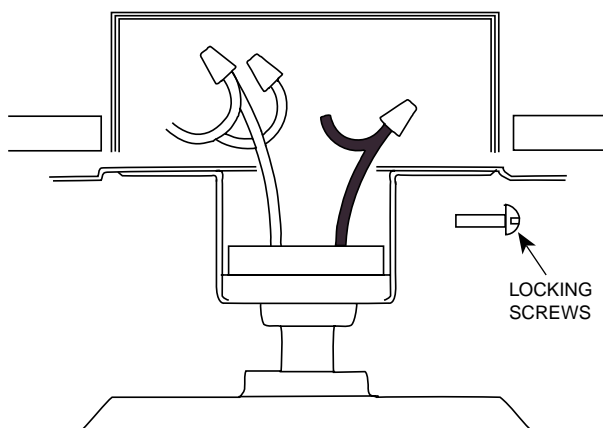


FIGURE 9

## Step 7: Finish Fan Assembly

- A. Using two 8-32 by approximately 5/8" long screws from sack parts, thread the plastic hanger locking screws into the back of the hanger bracket. See Figure 9. The screws should be driven all the way into the bracket and tightened. The screws are located just above the plastic hanger and prevent the motor from twisting when the blades are assembled.

Check and make sure all wiring is tucked up into the outlet box.

- B. Place the fan housing over the motor assembly and fasten the housing to the ceiling plate using the four screws provided (two into each side). See Figure 10.

Check and make sure the motor clears the opening in the bottom of the housing.

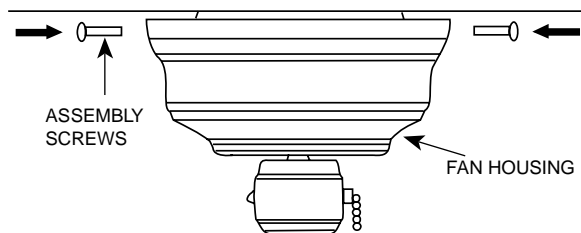


FIGURE 10

## Step 8: Attaching and Balancing the Blades

- A. Attach wood blades to blade brackets using (3) screws for each blade. See Figure 11. If your blades have large holes you must first insert the rubber grommets into the holes. See Figure 12.

**NOTE:** Grommets are usually assembled by hand. If you use a tool make certain you do not damage the grommet or blade when inserting the grommets.

Next, assemble the blade to the blade bracket. Make sure all screws are tight to prevent vibration or wobbling. A cavity in the Styrofoam packaging has been provided to nest the parts in during assembly to assure correct alignment of parts. Even when the screws are tight the blades may seem to be loose. This is normal when using grommets and will not be a problem.

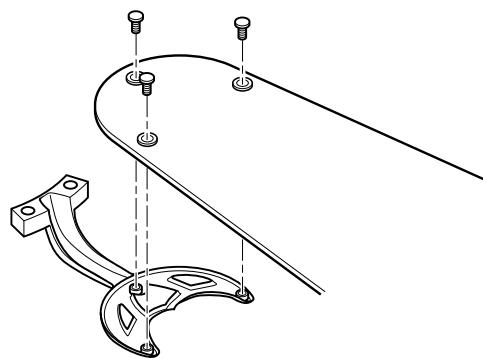


FIGURE 11

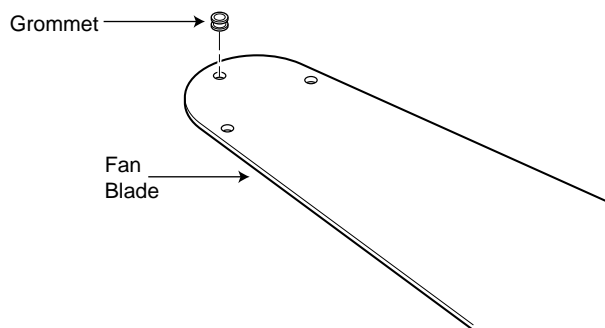


FIGURE 12

- B. Remove the screws from the motor hub. Insert one of these screws in hole in blade bracket. Use a screwdriver to hold in place. Align blade holes with mounting holes in hub, by turning screw and readjusting blade bracket until screw mates with threaded hole in hub. Do not tighten until both screws have been put in blade bracket. Repeat for all blades. See Figure 13.
- C. A blade balancing kit has been provided with your fan. Should the fan wobble in operation, you may use this kit to correct the balance per the instructions supplied with the kit.

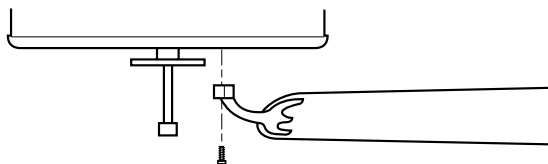


FIGURE 13

## Step 9: Attaching The Upper Switch Housing

- A. Partially install two #6-32 x 3/8" housing assembly screws into the switch housing mounting plate as shown in Figure 14.
- B. Feed the upper plug connector through the center opening of the upper switch housing. See Figure 14.
- C. Align the keyhole slots in the upper switch housing with the housing assembly screws installed in sub-step A.
- D. Turn the upper switch housing counterclockwise until the housing assembly screws are firmly situated in the narrow end of the keyhole slots as shown in Figure 15. Install the one remaining #6-32 x 3/8" housing assembly screw into the third hole in the upper switch housing. Tighten all three screws firmly.

**Caution:** Make sure the upper switch housing is securely attached to the switch housing mounting plate. Failure to properly attach and tighten all three housing assembly screws could result in the switch housing and light fixture falling.

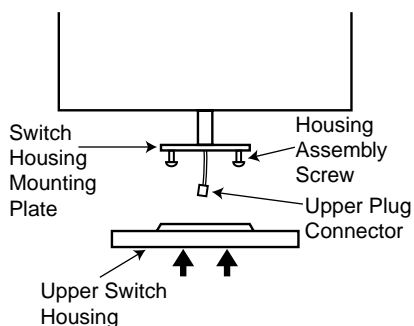


FIGURE 14

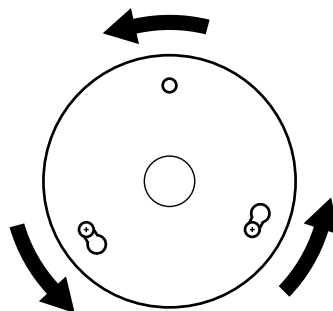


FIGURE 15

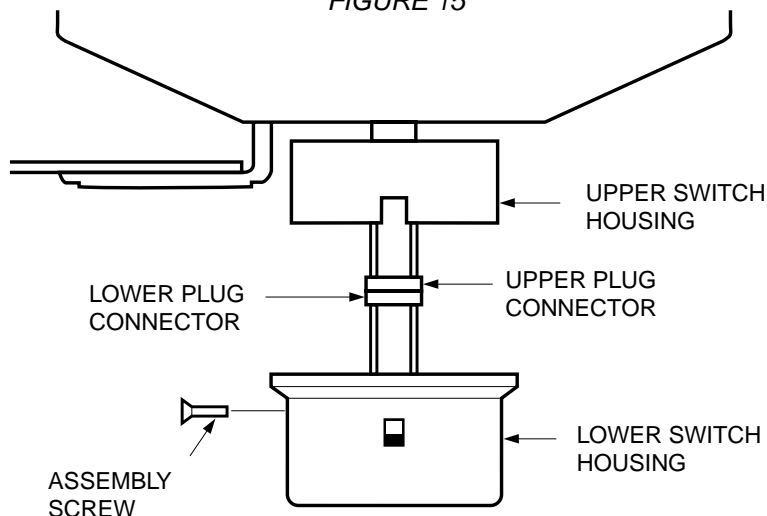


FIGURE 16

## Step 10: Attaching The Lower Switch Housing

### Warning:

- To avoid possible electrical shock disconnect power by turning off the circuit breakers both to the outlet box and to its associated wall switch location. If you cannot lock the circuit breakers in the off position, securely fasten a prominent warning device, such as a tag, to the service panel.
  - All wiring must be in accordance with national and local electrical codes and ANSI/NFPA 70. If you are unfamiliar with wiring, you should use a qualified electrician.
- A. Connect the upper plug connector from the motor to the lower plug connector in the lower switch housing assembly. See Figure 16.

**Note:** Both plug connectors are polarized and will only fit together one way. Make sure that both connectors are properly aligned before connecting them together. Incorrect connection could cause improper operation and damage to the product.

- B. Place the lower switch housing assembly over the upper switch housing. Align the side screw holes in the upper and lower switch housings. Attach the lower switch housing to the upper switch housing with three #6-32 x 3/8" housing assembly screws. See Figure 16.

## Step 11: Operation of Fan

- A. Turn electrical service on at main panel.
- B. Switch operates in this sequence: “high,” “medium,” “low,” “off.” Pull chain slowly to operate. Also, release the chain slowly so as to prevent chain from flying up into blades, possibly resulting in damage to blades or pull chain. The breakaway connector is designed to separate from the chain at a predetermined force. If this separation occurs, simply reinsert connector. It can be reused again and again.
- C. Motor is electrically reversible. When first operating fan, determine direction of air flow. If you wish to change direction, switch fan off and allow to stop. Slide reversing switch to the opposite position and switch fan back on.

## Troubleshooting Guide

Problem	Probable Cause	Solution
1. Nothing happens; fan does not move.*	<ul style="list-style-type: none"><li>1. Power turned off or fuse blown.</li><li>2. Loose wire connections or wrong connections.</li><li>3. Motor reversing switch not engaged.</li><li>4. Pull chain switch not “on”.</li><li>5. Rubber shipping blocks not removed.</li></ul>	<ul style="list-style-type: none"><li>1. Turn power on or replace fuse.</li><li>2. Loosen canopy, check all connections (turn power off while checking).</li><li>3. Push switch firmly to one side or the other.</li><li>4. Pull switch chain.</li><li>5. Remove shipping blocks.</li></ul>
2. Noisy operation.	<ul style="list-style-type: none"><li>1. Blade irons loosely screwed to motor.</li><li>2. Blade screwed loosely to blade iron.</li><li>3. Blade cracked.</li><li>4. Non-approved speed control being used.</li></ul>	<ul style="list-style-type: none"><li>1. Tighten screws until snug.</li><li>2. Tighten screws.</li><li>3. Replace all four blades.</li><li>4. Change to approved speed control.</li></ul>
3. Excessive wobbling.	<ul style="list-style-type: none"><li>1. Unbalanced blades.</li><li>2. Fan too close to vaulted ceiling.</li><li>3. Loose blades or blade brackets.</li><li>4. Fan not secure on hanger assembly.</li></ul>	<ul style="list-style-type: none"><li>1. Use balancing kit.</li><li>2. Lower or move fan.</li><li>3. Tighten all screws.</li><li>4. Turn power off, support fan very carefully, loosen canopy and hang correctly.</li></ul>

\* If blades will not turn by hand, contact your nearest service representative.

When switching from medium to low speed, you may notice some fan wobble. When fan speed stabilizes at low speed, wobble will disappear. If you have checked the above problems and still have trouble, call 901-248-2222.